  
May 

21-25 ASQ ships applications on 5/21 and notifies examiners by mail. 5/22 Examiners begin Independent Review (IR).

26-31 Examiners continue to work on IR Scorebooks. By 5/29, all Wave 1 teams hold 1st planning conference call (1.5 hrs).  Team Leader (TL) schedules IR call with applicant.
June

1 Examiners continue to work on IR Scorebooks.

2-8 Examiners continue to work on IR Scorebooks. Applicant IR calls completed by 6/5.

9-15 Examiners continue to work on IR Scorebooks.

16-22 Examiners complete IR Scorebooks by 6/17 (50-70 hrs.). Consensus Review (CR) begins and TL drafts key factors by 6/18. Team holds second call (1.5 hrs.) by 6/19. 

23-30  After 2nd call, Item Leads (ILs) begin synthesis of IR Worksheets and draft CR Worksheets.
 
July

1-6 ILs complete CR Worksheets and open them for Review 1 (R-1) by 7/2 (10 hrs.) Backups review items and provide feedback by 7/8 (2-3 hrs.)

7-13 Backups provide feedback by 7/8 (2-3 hrs.). ILs incorporate feedback, open items for R-2 (1-2 hrs.) by 7/12. 3rd call (1 hr.) by 7/12.

14-20 Key Themes (KT) Worksheet drafted by 7/16. Team provides feedback on all worksheets, incl. KT Worksheet, by 7/18 (10 hrs.).

21-27 ILs incorporate feedback & open items for R-3 by 7/22 (2-3 hrs.).

28-31 Calls held between 7/26 – 8/2 (8-12 hrs.). 

August


1-3 Calls held between 7/26 – 8/2 (8-12 hrs.). After calls, ILs incorporate changes for R-4 by 8/6 (1-2 hrs.).
  
4-10  After calls, ILs incorporate changes for R-4 by 8/6 (1-2 hrs.) 

11-17 TL and/or scorebook editor review, edit, and finalize CR Scorebook by 8/12.

18-24 Judges meet on 8/21 to select applicants to receive site visits. Site visit teams for both weeks finalized by BPEP.

25-31 Site visit teams for both weeks finalized by BPEP and begin planning activities including preparing SV documents (20-30 hrs. total.)

September


If applicant is selected for a site visit, the team begins to prepare during mid-August through mid-September, including holding weekly planning calls (1-2 hrs. weekly) and
preparing SV documents (an additional 12-16 hrs.).

1-7 Site visit teams for both weeks continue planning activities including preparing SV documents 20-30 hrs. total). Team holds weekly planning calls (1-2 hrs. each). 

8-14 Site visit teams for both weeks continue planning activities including preparing SV documents 20-30 hrs. total). Team holds weekly planning calls (1-2 hrs. each).
 
15-21 Site visit teams for both weeks continue planning activities including preparing SV documents 20-30 hrs. total). Team holds weekly planning calls (1-2 hrs. each).   
22-28 Health Care, Manufacturing, & Service Site Visits (14-18 hr. days)   
   
October

9/29 – 10/5  Education, Small Business, & Nonprofit Site Visits (14-18 hr. days)

